

## **MINORITY/WOMEN/DISADVANTAGED BUSINESS ENTERPRISE CERTIFICATION INFORMATION**

The purpose for designating a company as Minority/Women/Disadvantaged Business Enterprise is to increase their level of participation in government contracts. Following are the requirements of various types of certifications for which a small business can apply.

## **DISADVANTAGED BUSINESS ENTERPRISE (DBE)**

**For a business to be certified as a DBE, the business must be a small business and at least 51% owned, operated and controlled by one or more “socially or economically disadvantaged individuals”.**

This designation, as determined by the Small Business Administration, includes citizens of the U. S. or lawfully admitted permanent residents who are Black Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, or Subcontinent Asian Americans.

The classification of a “Small Business” is, in most cases, industry-specific. Details on what qualifies as a small business can be obtained by calling the **State of California at (916) 227-9599** or the **Federal Government at (619) 557-7250 X 1153**.

**All companies seeking certification as a DBE must submit an application, Personal Net Worth Statement/Affidavit and supportive documents as required by one of the three agencies listed below:**

**City of San Diego**, Equal Opportunity Contracting Program, **(619) 533-4492**

**Port of San Diego**, **(619) 686-6422**

**State of California Department of Transportation (CALTrans)**, website at [www.dot.ca.gov](http://www.dot.ca.gov) (Click on “More” under the “Doing Business with Caltrans” icon, select Business Enterprise to access Certification Application).

## **DISABLED VETERAN BUSINESS ENTERPRISE (DVBE)**

**For disabled business owners whose injuries are the result of military service, there are also opportunities available through the Disabled Veteran Business Enterprise (DBVE) Program. Information is available by contacting the State of California Department of General Services at (916) 322-5060. Qualifications for certification as a DVBE are as follows:**

Owner/operator must have a disability which is at least 10% service connected;  
Company must be managed and controlled by one or more disabled persons; and,  
Disabled owners/operators must own at least 51% of the business.

## **SMALL BUSINESS CERTIFICATION**

Governor Wilson signed Assembly Bill 2505 (AB-2505) putting into law a new small business definition for California's Small Business Program within state contracting. AB 2505 also raises the small business certification maximum dollar thresholds, thereby offering program benefits to more California firms.

Effective January 1, 1999, small businesses seeking eligibility for California's five percent (5%) small business bid preference and prompt payment provisions must be certified by the Office of Small Business Certification and Resources (OSBCR) (formerly known as the Office of Small and Minority Business {OSMB}) as meeting the following requirements:

A Small Business means:

An independently owned and operated business  
Not dominant in its field of operation  
The principal office located in California  
The officers domiciled in California, and  
Together with affiliates is either:

A service, construction, or non-manufacturer with 100 or fewer employees, and average annual gross receipts of ten million dollars (\$10,000,000) or less over the previous three years, or  
A manufacturer with 100 or fewer employees.

Manufacturer means a business that is both of the following:

Primarily engaged in the chemical or mechanical transformation of raw materials or processed substances into new products.

Classified between Codes 2000 to 3999 inclusive, of the Standard Industrial Classification (SIC) Manual published by the United States Office of Management and Budget, 1987 edition\*.

For additional information, please call OSBCR at (800) 559-5529 or (916) 375-4940 or visit its homepage at:  
[www.osmb.dgs.ca.gov](http://www.osmb.dgs.ca.gov).

\*The 1987 SIC classifications are still valid. These codes, however, are now linked to the new NAICS classifications. For those interested in linking the old (1987) SIC classifications to the new NAICS classifications, you may do so at:  
<http://www.census.gov/epcd/www/naics.html>. Specifically, for the Manufacturing sector, please check the web site:  
<http://www.census.gov/epcd/naics/NAICS31A.HTM#N311>

### **CALIFORNIA MULTIPLE AWARD SCHEDULE (CMAS)**

A multiple award is a contract that is awarded to multiple contractors (two or more) for same and similar products and services at same and similar costs. Multiple award does not pertain to the number of buyers ordering from the contract, but, instead, the number of contractors receiving the award from a common bid or negotiation process.

The CMAS Unit establishes agreements with those manufacturers/suppliers that offer products and/or services which are currently on an existing multiple award schedule with the Federal General Services Administration (GSA) or other approved multiple award contract. A CMAS contractor does not have to hold a federal GSA multiple award schedule contract.

To get a hard copy of the application, contact the **CMAS Unit at (916) 375-4363** or e-mail at [cmas@dgs.ca.gov](mailto:cmas@dgs.ca.gov). For internet access go to: [www.pd.dgs.ca.gov](http://www.pd.dgs.ca.gov) and select "Selling to the States" then click on "CMAS Program".